

U.S. REPRESENTATIVE MIKE COFFMAN

COLORADO'S 6th DISTRICT



United States Service Academy Nomination Application Instructions

Class of 2023



U.S. Representative Mike Coffman
3300 S. Parker Rd., Suite 305
Aurora, CO 80014
(720) 748-7514
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coffman.nominations@mail.house.gov

<https://coffman.house.gov/constituent-services/military-academy-nominations.htm>

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Service Academy Overview

The process of gaining admission to a U.S. service academy begins with obtaining a *nomination*. Students may seek a nomination by submitting an application to their U.S. Representative, their two U.S. Senators and the Vice-President. U.S. Representatives, U.S. Senators and the Vice-President are each allowed to nominate up to ten individuals each year to each of the service academies. Accordingly, this is a highly competitive process. You may also apply to the President for a nomination if you are the child or legally adopted child of a career officer or enlisted personnel of the armed forces and meet other certain conditions.

To be eligible for a nomination, interested applicants must also contact the service academy of their choice and follow its application process. High school students should contact the service academies in the spring of their junior year and apply for a Congressional nomination in the fall of their senior year.

Representative Coffman will select the nominees for the 6th Congressional District after an extensive review of the applications by his office staff and the evaluation of the results of an applicant interview with a screening panel. The decision to make an *appointment* offer (offer of admission) will then be made by the respective academies.

Requirements and qualification standards for the service academies include:

- Citizen of the United States.
- At least 17 years of age, but not yet reached age 23 by July 1st of the year of entry. (Age 25 for the U.S. Merchant Marine Academy)
- Must be unmarried, not pregnant and without legal obligation to support children or other dependents.
- Possess good moral character.
- Be academically competitive.
- Pass a comprehensive medical examination.
- Pass a physical fitness assessment consisting of a kneeling basketball throw, pull-ups/flexed-arm hang, shuttle run, crunches, push-ups and a one-mile run.

Remember, obtaining a nomination to a service academy is only one step in the process. Applicants must also contact the respective academies to inquire about their requirements and application process.

Service Academies Requiring a Nomination

U.S. Air Force Academy
2304 Cadet Drive, Suite 2300
Colorado Springs, CO 80840
www.academyadmissions.com
rr_webmail@usafa.edu
(800) 443-9266
(719) 333-3012 Fax

U.S. Merchant Marine Academy
300 Steamboat Road
Kings Point, NY 11024
www.usmma.edu
admissions@usmma.edu
(866) 546-4778
(516) 773-5390 Fax

U.S. Military Academy
West Point Admissions
Building 606
West Point, NY 10996
(845) 938-4041
www.westpoint.edu/admissions
admissions-info@usma.edu

U.S. Naval Academy
52 King George Street
Annapolis, MD 21402
www.usna.edu/admissions

No Nomination Required

U.S. Coast Guard Academy
31 Mohegan Avenue
New London, CT 06320
(800) 883-8724
www.uscga.edu/admissions

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Rep. Coffman's Application Requirements

Below are the requirements you must meet to be considered for a nomination from Rep. Coffman.

- **RESIDENCY REQUIREMENT**

The applicant must have legal residency within Colorado's 6th Congressional District. Please visit www.house.gov to determine your correct Congressional district.

- **APPLICATION FORM**

Complete the online Service Academy Nomination Application form by the deadline.

- **PERSONAL LETTER**

Compose a formal letter to Representative Coffman (no more than one page) describing your desire to attend a U.S. Service Academy and serve in the U.S. military. Upload your letter on the online application.

- **TRANSCRIPTS**

Have your academic institution send an official transcript directly to Representative Coffman's office. If your ACT/SAT score is present on your transcript, the below step is not necessary. Some transcripts only list one test score, therefore if want us to superscore your results, we must receive each separate test result from the testing institution.

- **COLLEGE TRANSCRIPT:** If you are currently attending or have attended college, have your current transcript sent directly to Congressman Coffman's office.

- **TEST SCORES**

Have your testing institution send ACT/SAT scores directly to Representative Coffman's office, if not included on the transcript. Submit multiple reports for superscoring purposes. Please note that tests taken in September will typically not be sent in time for this office's deadline the following month.

ACT Institution Code: 7305

SAT Institution Code: 4715

- **THREE RECOMMENDATION FORMS**

Identify only three separate adults to complete and submit the Applicant Recommendation Form. Recommendation letters are optional, but the recommendation form is required. Your recommenders must include one math or science teacher, one school staff member and one non-school/community member. The recommenders must complete the separate online recommendation form which is available as a link on the academy nomination website. Optional letters can be uploaded on this form.

- **DEADLINE**

Each of the above items must be received in U.S. Representative Mike Coffman's District Office by 5:00 PM Mountain Time on Friday, October 5, 2018. Any applications arriving after this date/time will not be considered.

To mail application materials:
U.S. Representative Mike Coffman
Attn: Academy Nominations
3300 South Parker Road, Suite 305
Aurora, CO 80014

To e-mail application questions:
coffman.nominations@mail.house.gov

Or call:
(720) 748-7514

TIMELINE SUMMARY

- Application deadline: Friday, October 5, 2018 at 5:00 PM MTN.
- Interviews to be held late October (tentatively October 27, 2018 between 12:30 PM-5:30 PM).
- Rep. Coffman will submit the names of his nominees to the academies by the end of the year.
- Appointment decisions will be made by the academies between February and May.